

Town of Carbonear
Regular Council Meeting, September 22nd, 2008
Minutes of a regular meeting of the Council of the Town of Carbonear
held in Council Chambers, September 22nd, 2008 at 7:30pm

Members Present: Mayor Sam Slade
Deputy Mayor Ned Slade
Councillors Gladys Mercer
Jim Burden
John Comerford
Fred Earle

Absent: Councillor Terry Emberley

Also Present: Town Clerk Cathy Somers
Town Administrator Cynthia Davis
Director of Operations & Public Works Brian O'Grady
Director of Recreation & Tourism Rob Button

1. Calling of Meeting to Order
Mayor called the meeting to order at 7:50pm and welcomed everyone present at the meeting.
2. Adoption of Minutes
 - a) September 15th, 2008 Regular Meeting
Motion 08-241 **G. Mercer / F. Earle**
Resolved that the minutes of the September 15th, 2008 Regular meeting of council be adopted as presented.
Favour 6; Opposed 0; **Carried**
3. Business Arising From Minutes
 - Councillor Comerford asked for an update on the garbage pick up. Town Administrator advised that the garbage collection should be back on schedule tomorrow. Town Administrator to call and verify with Penney's Transport to ensure that there are no problems with the garbage schedule for the remainder of the week.
 - Councillor Earle asked if a meeting has been set up to discuss the development plan and agreement for Willoughby Extension. Town Administrator advised she will try to get a meeting scheduled between the lawyer, engineer and town representatives as soon as possible. Council indicated that this project must be ready as soon as possible, and not later than early next spring.
 - MNL AGM - Accommodations have been confirmed for Mayor Slade and Councillor Burden, however Council still requires accommodations for one other Councillor. The councillor requiring accommodations will take care of arranging these

accommodations.

4. Delegations

Constable Collins was present at the meeting, he advised Council that he has been assigned to the Carbonear area, which includes Carbonear, Hr. Grace, Bryan't Cove and Freshwater. The Community Representative for the area is Vicki Chalker.

The RCMP continue to work with the Town's Enforcement Officer.

Constable Collins asked if there were any concerns Council would like the RCMP to address.

Council requested a report on the crime statistics for the area. Constable Collins indicated that this could be provided at a later date.

Council offered the RCMP to provide a letter/article that could be included in the Town's next newsletter in regards to how residents can take precautions to protect themselves and their property.

Council indicated that some of our most frequent complaints have been regarding rowdy tenants in various residential areas, which is causing a disturbance of the peace in the neighbourhood.

Constable Collins noted that there are 25-30 officers in the detachment which covers three zones. There is at least one officer in each zone for each shift.

Council agreed the area is well-covered by the RCMP.

5.1 Correspondence, Permits & Development

None presented.

5.2 Correspondence, Requiring Council's decision

None presented.

5.3 Correspondence, Received and action taken

Council reviewed the following correspondence and action taken:

- a) Municipal Affairs, Circular to Municipal Councils, Town Clerks and Auditors.
Re. Notification of Training for PSAB - Phase Two
Town Clerk and Town Administrator to attend on December 2.
- b) WHSCC, Invitation to attend the travelling youth game show, SAFE Work NL's - Who Wants to Save a Life? At 10:30am Tuesday, Oct. 21 at the St. John's Arts & Culture Centre.
Copied to the Mayor.
Placed on file.
- c) Engineering & Land Use Planning Division,
Notification of registration of Municipal Plan Amendments Nos. 7, 8, and 9 and Development Regulations Nos. 10, 12 and 14.
All have been sent to be advertised in the Newfoundland Gazette, and once gazetted, become a part of the Municipal Plan and Regulations.
- d) Complaint from residents, Re. Condition of rental units located on Patrick Street.
Referred to the Beautification Committee for consideration.

- e) Complaint, Re. damages to property.
Referred to the Director of Operations and Public Works for investigation.
- f) City of Corner Brook, Re. Notice of Motion referring to the location of the MNL AGM and Conference annual schedule of meetings.
Copied to Council for consideration.
- g) Canadian Association of Municipal Administrators, Invitation to become a member.
Copied to the Town Administrator for consideration and review.

6. Committee Reports

No committee reports presented.

7. Reports from Town Administrator and Department Heads

a) Town Administrator

Town Administrator reviewed her report with Council.

Item 2

Council inquired as to when the installation of traffic lights will start. Town Administrator advised that the Dept. of Transportation will award the tender. We have given our approval subject to the approval of increased funds for the project. Council requested that the Town Administrator start the process for the additional land acquisitions that are required in the area. It was suggested that the land required for acquisition be surveyed, and then the Town's lawyer could proceed to contact the property owners to complete the land acquisitions.

Service Canada Projects

Council requested the Town Administrator to write Service Canada, to determine if they could change their policy requiring the Town to have to acquire approval from the town's unionized employees before any Service Canada projects or agreements can be approved.

Town Administrator to contact the union representative to request a meeting on this matter.

Council noted that it is highly unlikely that this work will be completed before the spring of next year, because it is now getting too late in the fall to proceed with the project.

Item 4

H & B should be in receipt of lumber shortly and then the work on Rorke Museum Crib Project can continue. Decking to be done through contractor.

Casual Receptionist Replacement

Council advised the Town Administrator to advertise for a casual worker for the office on a call in basis when needed.

MRON Old Post Office Rental - Council instructed the Town Administrator to leave the agreement the same, but to include facility improvements, subject to the approval of the Town, to the value of \$10,000 in exchange for rental of the facility.

Motion required on Gas Tax

Motion 08-242

G. Mercer / E. Slade

Resolved to request approval to amend the projects to be completed under the Gas Tax Agreement where total Gas Tax Funds for Years 1 through to 4 totaled \$590,179.66 to include the following:

Funds from Year 1, 2, 3 and a portion of Year 4 totaling \$390,179.66 will be utilized for the Southside Lower Road Bridge and the Highroad South Bridge Upgrading; And the balance of Funds from Year 4 in the amount of \$200,000 will be utilized to complete the Church Hill Street Upgrading and Paving Project.

Favour 6; Opposed 0; **Carried**

b) Director of Operations and Public Works

Brian advised Council on the following:

- Highroad North asphalt patching has been completed.
- Highroad South asphalt patching was completed by Dept. of Transportation.
- Asphalt patching by Squibb and Swain property on Water Street was completed.
- Last shut down of water for water main diversions was done this afternoon with no problems encountered.
- Will open up the traffic diversion Goff Avenue in the near future, then shut down Industrial Crescent.
- Footings for culvert work on Powell Drive, one footing done now, with the second to be done tomorrow.
- Concerns with traffic for the funeral home and cinema were dealt with and additional signage has been put in place
- Mayor Slade expressed his concern with the issue of a collapsed pipe on Line Road, in past the Town's boundary. There are several cabin owners requesting that the culvert be replaced.

Mayor Slade left the meeting and asked Deputy Mayor Slade to assume the chair. Councillor Burden noted that this is a 48" culvert, outside our area, installed by the Dept. Of Transportation. Discussed.

Mayor Slade returned to the meeting and assumed the chair.

Town Administrator to email Minister Kennedy to advise him of the situation, and request Dept of Transportation to complete the repair.

- All employees are back to work today, except one who is now on vacation.
- Ditching being completed today, and there will be asphalt patching ongoing as well.
- Councillor Earle asked Brian to investigate the asphalt patching required on Saddle Hill where the asphalt meet the curb.
- Councillor Mercer noted that the retaining wall on O'Donovans Lane needs to be repaired.
- Councillor Burden asked when Bren O'Leary's shed will be taken down. Brian advised he will request a quote to have the shed removed by a boom truck. Brian also advised that he spoke with Mr. O'Leary and he will not be removing the shed, the town will have to do the removal.

c) Director of Recreation and Tourism

Parks & Playfields, Item 4

Motion 08-243

F. Earle / E. Slade

Resolved that the Town of Carbonear complete the replacement of patio stones with pavers at the War Memorial site for the price of \$8,895 supplied and installed.

Favour 6; Opposed 0; **Carried**

Rob to proceed to have the work completed by the contractor, and the Town will arrange to remove the existing patio stones. Rob to ensure the work is completed

before November 11, 2008.

Parks & Playfields, Item 5

Rob to do further work and obtain estimates on options relating to a new storage shed or re-design of existing building.

Councillor Mercer noted that the exterior the building needs work, and the flower bed was just cleaned out. This work should have been done in the spring.

Councillor Mercer noted that a sign should be constructed at the Pool facility to identify the facility.

Rob to investigate possible signage design and options for the facility.

Councillor Mercer also noted that the doors and facings need to be painted.

Maintaining the pool should be a priority.

Deputy Mayor Slade noted that the banks along Powell Drive were not done until the end of the summer, this needs to be done earlier in the summer. Deputy Mayor Slade inquired as to why we had our staff mow the banks. Town Administrator advised that the price quote received from a contractor was very high, and we still had a couple of students on staff, so were able to have staff complete the work at a more economical cost to Council.

Brian suggested that Council strip the banks, and cover with clover. This will not require as much maintenance.

Councillor Earle noted that we should investigate possible options to obtain Green Funds to support an alternate energy source to heat the water at the pool, and the pool facility. Rob advised that he has a quote on a new dextron unit heat recovery system which would cost \$350,000. Rob and Brian to do further investigation on this matter. Town Clerk advised that she received a couple of inquiries as to why private swim lessons were no longer available at the pool. Rob advised that there was a shortage of instructors for the last set of lessons, and that the fees for private lessons would have to be reviewed before these lessons could be offered. Additional instructors have been hired since that time, so he advised that he would look into the possibility of offering a limited amount of private lessons for the next set of lessons scheduled to start on October 20/08.

8. Finance

a) Capital Expenditures totaling \$433,866.20.

Tropical Storm Chantal Damage Repairs

Harris & Associates, Invoice 4918	\$10,568.78
Harris & Associates, Invoice 4877A	\$33,782.77
Harris & Associates, Invoice 4877B	\$48,614.25
Harris & Associates, Invoice 4898	\$23,838.24

Water & Sewer Upgrading, Phase I

Southern Construction, Claim #2	\$284,849.70
Harris & Associates, Invoice 4897	\$ 5,016.69
Harris & Associates, Invoice 4881	\$ 21,701.68

Bridges Upgrading

Harris & Associates, Invoice 4882	\$ 5,494.09
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Council reviewed the list of invoices above.

Motion 08-244

G. Mercer / F. Earle

Resolved that the Town of Carbonear approve for payment the list of Capital Expenditures as presented totaling \$433,866.20.

Favour 6; Opposed 0; **Carried**

9. Regulations

None presented.

10. General Business

- Council requested the Town Administrator to schedule a staff barbeque.
- Councillor Comerford asked that Council reconsider the application submitted by Charwood Legion Manor to construct a shed on their property at Pikes Lane. Councillor Comerford advised that they have a revised location which is several feet outside the main building setback.

Town Administrator advised that the setback of the accessory building is still less than the set back of the main building, and therefore it does not meet the setback requirements of the Town's Development Regulations.

Council reviewed the application as submitted and viewed the proposed diagram and plot plan included with the application and the pictures of the proposed site.

Motion 08-245

J. Comerford / G. Mercer

Resolved that the Town of Carbonear approve a permit for Charwood Legion Manor to construct an accessory building as per the application submitted.

Favour 6; Opposed 0; **Carried**

- Bulk Garbage
Councillor Mercer noted that she feels that another Bulk Garbage pick up is necessary in the Town.
Town Administrator advised that there are no funds remaining in the budget for bulk garbage pick up.
Brian to investigate to determine how other towns are handling bulk garbage pick up.
- Councillor Mercer noted that previously we received a request to donate a certain amount per capita toward Daffodil Place.
This was referred to the Finance Committee for consideration in next year's budget. Finance Committee to review at their next meeting. If we can not agree to a certain rate per capita, we could consider a donation or sponsor an event to fund-raise for this cause.
- Mayor Slade reminded Council that the Annual Mayor Claude Garland Memorial Walk for Heart and Stroke will take place on Monday, October 20th, 2008.
Mayor Slade encourages all Council, staff and residents to participate in this worthwhile event.
The Heart and Stroke foundation will be providing advertising and T-Shirts for the event.

11. Notices of Motion

Not notice of motions were filed.

12. Adjournment
Motion 08-246 to adjourn at 10:30pm. **F. Earle / E. Slade**
Favour 6; Opposed 0; **Carried**

Mayor Sam Slade

Cathy Somers, Town Clerk